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*Office Memorandum* • UNITED STATES

TO : Chief, Management Staff

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DATE

FROM : Assistant Director, Scientific Intelligence

SUBJECT: Management Staff Study of Office of Scientific Intelligence  
Mission and Functions dated 19 April 1954

1. The Inspector General's Office is making its periodic review of OSI and in connection therewith has asked for a written critique of your survey of OSI, and consequent recommendations, as carried out in the spring of 1954. To provide this paper, I am addressing the present memorandum to you with copies to the Inspector General and DD/I.

25X1A9A 2. As you know, cooperation of your staff has continued since the spring. The internal missions and functions that you mention in paragraph 3 have been issued and are now in force in OSI. Messrs. [ ] are presently engaged with members of my office in reducing to writing the Missions and Functions of the various components of the Agency involved in the ELINT activity, spear-headed by [ ], DAD/SI. This exercise includes the definition of the ELINT responsibilities of [ ] as he has been divorced from the responsibilities of DAD for the next five or six months to devote full time to the organization of this important work. [ ] has also provided me with a "proposed statement of mission and functions" of a publications staff and a production control staff. You will remember that these two staffs were suggested as a part of your proposed reorganized OSI.

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3. Two fundamental planning exercises are going forward in the office and should be completed within the next month or so. They will serve as the basis of a possible reorganization in the office. One exercise is by the Chief of IPS, which is intended to define the long-range production research program. This may result in some parts of the office being created on a vertical structure rather than a horizontal structure in such fields as [ ] etc. The second planning is being carried out by [ ] detached for that purpose from the Operations Staff, to define the long-range goals, non-substantive, of the office. His recommendations, when accepted, can also provide basis for planning for future reorganization of the office.

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4. I believe you will agree with me that it is most desirable to base any organizational changes within the Office on the recommendations contained in these two office planning exercises. At such time as these recommendations have been approved, I plan to call upon members of your staff to assist me in reducing to practice such organizational changes as may be appropriate, not only from the point of view of office programs, but also from the point of view of the most efficient use of available manpower.

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5. Please let me take this opportunity to thank you and the members of your staff, particularly [REDACTED] for the fine cooperation which has been and is being afforded to this office.

[REDACTED]

H. MARSHALL CHADWELL  
Assistant Director

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